



CITY OF HOUSTON

Job Posting

SKT

Applications accepted from: ALL PERSONS INTERESTED

Job Classification PARK MAINTENANCE SUPERVISOR
Posting Number PN# 106036
Department PARKS AND RECREATION
Division GROUNDS MAINTENANCE
Section FORESTRY
Reporting Location 6501 Memorial*
Workdays & Hours M-F, 8 A.M - 5 P.M*

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

This individual will coordinate and monitor work schedules and assignments of a Forestry crew. Lead a crew each day to maintain forestry pruning and tree removal in various locations. Conduct inspections of completion. Review and evaluate projects periodically. Maintain various records and reports to monitor and track work activities. Observe and report situations and productivity for assigned crew. Perform other duties and activities that may be required during the course of operation.

WORKING CONDITIONS

This position is physically comfortable; the individual has discretion about walking, standing, etc. There are occasional minor discomforts from exposure to less-than-optimal temperature and air conditions. The position may involve dealing with modestly unpleasant situations, as with occasional exposure to office chemicals and/or extensive use of a video display terminal.

MINIMUM EDUCATIONAL REQUIREMENTS

Basic knowledge of grammar, spelling, punctuation and simple mathematical functions like percentages, ratios, etc. as might normally be acquired through attainment of a high school diploma or a GED.

MINIMUM EXPERIENCE REQUIREMENTS

Two years experience in parks or other maintenance work are required.

MINIMUM LICENSE REQUIREMENTS

A Valid Texas Driver's License and compliance with the City of Houston policy on driving (AP 2-2).

PREFERENCES

Supervisory experience in the forestry field and/or a Class A or B CDL.

SELECTION/SKILLS TESTS REQUIRED None

SAFETY IMPACT POSITION ☒Yes ☐No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range – Pay Grade 13
\$824 - \$1,105 Biweekly \$21,424 - \$28,730 Annually

OPENING DATE August 3, 2005

CLOSING DATE Open until filled

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD (Telephone Devise for the Deaf) is (713) 837-9496.**
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